



Soham Town Council
The Walter Gidney Pavilion
Fountain Lane
Soham
Cambridgeshire CB7 5ED
Town Clerk: MJ Strand
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NOTICE OF MEETING:

Full Council

TIME: 7.15pm**DATE:** 11th December 2023**VENUE:** Walter Gidney
Pavilion Fountain Lane Soham
CB7 5ED**To: All Members of Soham Town Council**

You are hereby summoned to attend a meeting of Soham Town Council for the purpose of transacting the business as set out below. Any member not able to attend should send their apologies to the Clerk before the meeting.

The meeting is open to members of the public (including the press), but is not a public meeting.

Quorum: 5 Members: 10 Vacancies: 5*Mrs MJ Strand*Marilyn Strand, Town Clerk 5th December 2023**Presentation of Pride in our Town Award to the Retained Firefighters of Soham.****AGENDA****74/23 APOLOGIES FOR ABSENCE****75/23 COUNCILLORS' DECLARATIONS OF INTERESTS**

- To receive declarations of interest from Councillors on items on the agenda
- For declarations of interest received, Councillors to inform the Chairman if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion.
- To receive written requests for dispensations for disclosable pecuniary interests (if any)
- To grant any requests for dispensation as appropriate

76/23 CHAIRMAN'S ANNOUNCEMENTS & TOWN CLLR UPDATES*(maximum 5 minutes per group)*

- a. Scout hut lease – Cllr Johnston.
- b. Neighbourhood Plan Consultation – Cllr Aitchison.

77/23 PUBLIC COMMENT TIME

- Open Forum to provide an opportunity for members of the public to raise questions for future agendas, or on items that are on the agenda.
- To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting.
- At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. Limited to 3 minutes per person, 10 minutes in total.

78/23 COUNTY & DISTRICT COUNCILLOR REPORTS**79/23 APPROVAL OF MINUTES**

- a. To approve the minutes from the Full Council Meeting held on 13th November 2023.
- b. To note the draft minutes of the Planning Committee Meeting held on 27th November 2023.

80/23 MATTERS ARISING FROM THE MINUTES.

- a. Clerk's Report (for information only).

81/23

FINANCE & GOVERNANCE MATTERS

- a. To receive and approve Receipts & Payments for December (as listed at the end of the agenda).
- b. To receive and approve bank reconciliation and financial reports to 31st October 2023.
- c. To consider, finalise and agree budget and precept for 2024-25.
- d. To approve signatories for CCLA investment account.
- e. To consider and approve Rialtas year-end closedown support for 2023-24, cost £868.00 +VAT.
- f. To consider request from the High Sherriff of Cambridgeshire for donation.

82/23

RECREATION GROUND/PAVILION/TOWN MATTERS

- a. Soham to Wicken Cycleway – to agree Grant Funding Agreement with CCC Highways – Cllr Woricker.
- b. To consider and approve request from Viva for a letter in support of their application for funding of solar panels.
- c. To consider request from resident to set up a community orchard at the Berrycroft allotments site.
- d. To approve expenditure of up to £1,500 for work on acquired cemetery land – Cllr Woodbridge.
- e. To consider and respond to the Weatheralls Primary School admissions consultation.
- f. To consider inviting Ms Louisa Wood (Chief Operating Officer, Mereside Medical) to a meeting to discuss the future of Staploe Medical Centre.
- g. To consider request for road closure on 2nd June 2024 for 80th anniversary of the Soham Train Explosion.
- h. To consider and approve public consultation on proposed 20mph zone and expenditure up to £500.00.
- i. To consider and approve purchase and installation of a replacement bench in St Andrew's churchyard (subject to approval from the Diocese).

83/23

CORRESPONDENCE FOR INFORMATION

- a. Viva Arts & Community Group re: Viva Family arts and Music Festival, 2nd June 2024.

84/23

MATTERS FOR FUTURE CONSIDERATION AND DATE OF NEXT MEETINGS

- Planning Committee – Monday 18th December 1pm.
- Finance & Policy Committee – Monday 15th January 2024, 10:30am.
- Full Council – Monday 12th February, 7:15pm.
- Community Amenities – Monday 19th February, 7:15pm.

NOTES:

Public Comment Time

If you wish to speak at any of the planned meetings, please inform the Assistant Clerk before 12noon on the day of the meeting you wish to speak at, with the nature/content of the subject on which you wish to speak. There is a restricted amount of time allocated, so please make effective use of the 3 minutes given. Once the public comment time is concluded, the public can no longer participate unless expressly invited to do so by the Chairman.

Exclusion of Press and Public

If the full Council or a Standing Committee wishes to exclude the Public and Press then a resolution to this effect will either be published on the relevant Agenda or where not and a decision is taken during the meeting, then a motion duly proposed and seconded will need to be verbally passed.

Agenda/Minutes

If you are unable to view an agenda or minutes from a council meeting via our website, excluding those with information of or containing commercial or other sensitive matters, you may request a copy from the office. Please be aware that we are trying to reduce paperwork output to help the environment and lower costs.

Nov-23			PAYMENTS					
Receipt No or Invoice No	Code	DDR or BACS	Date	Payer	Details	Nett	VAT	Gross
11706	358/23	BACS	01-Nov	Adaptainer Ltd	Site survey container	195.00	39.00	234.00
Mor-10594	359/23	DDR	02-Nov	Mor-Tech	IT support & maintenance	175.00	35.00	210.00
CSUK OU/INV/150864	360/23	BACS	02-Nov	Balfour Beatty	Commando sockets	5360.40	1072.08	6432.48
10088	361/23	BACS	02-Nov	CPS Fuels	Diesel	351.43	17.57	369.00
316887	362/23	BACS	02-Nov	AVANTI	Advance Warning Signs RBL Parade	300.00	60.00	360.00
Mor-10659	363/23	DDR	09-Nov	Mor-Tech	Guest Wi-Fi Access point	375.00	75.00	450.00
869960	364/23	BACS	08-Nov	ECDC	NP leaflet drop	1611.50	322.30	1933.80
809674541	365/23	DDR	21-Nov	British Gas	Pavilion	102.03	5.10	107.13
ETS/LTD/08/23/ 1463	366/23	BACS	08-Nov	Eastern Tree Surgery	Annual Tree inspection and assessment	650.00	130.00	780.00
IEE2023012208 532	367/23	CCARD	09-Nov	Adobe	Acrobat Pro	16.64		16.64
89/104/23	368/23	BACS	10-Nov	CEL Group Ltd	Church Wall	6892.35	1378.47	8270.82
S156736	369/23	BACS	10-Nov	Blachere	Installation & removal Xmas Motifs	1840.00	368.00	2208.00
026-5967508- 8158735	370/23	CCARD	10-Nov	Amazon	Disposable cups - MF	33.29	6.66	39.95
8187	371/23	BACS	13-Nov	Cambridgeshire ACRE	Neighbourhood Plan	1050.00	210.00	1260.00
28737	372/23	BACS	13-Nov	Climate Autogates	Service Cemetery Gates	175.00	35.00	210.00
411374086	373/23	CCARD	13-Nov	Royal Mail	2nd Class Stamps - MF	75.00		75.00
139812	374/23	BACS	13-Nov	Pear Technology	Importing Burial Records	475.00	95.00	570.00
300018	375/23	CHEQUE	09-Nov	North Chapel Trust	Donation	250.00		250.00
	376/23	BACS	22-Nov	Staff Salaries	Salaries	10732.36		10732.36
	377/23	BACS	22-Nov	Pension	Staff pension	3490.29		3490.29
	378/23	DDR	22-Nov	HMRC	PAYE	4184.04		4184.04
12783114	379/23	DDR	27-Nov	WAVE (Anglian Water)	Berrycroft Allotment	151.08		151.08
MO50 0F	380/23	DDR	01-Nov	BT	Landline & Mobile	206.92	41.38	248.30
MO28 P7	381/23	DDR	26-Nov	BT	Leaseline	665.00	133.00	798.00
39161	382/23	DDR	08-Nov	MHH Partnership	Payroll	39.00	7.80	46.80
IV00069015	383/23	DDR	27-Nov	SSE	Cemetery Electricity	26.95	1.35	28.30
139858	384/23	BACS	17-Nov	Pear Technology	Database	245.00	49.00	294.00
S/T/C	385/23	BACS	20-Nov	Ric's Mobile Mechanics	Service Kubota	365.94		365.94
	386/23	BACS	20-Nov	PA Leaford Traditional Roof Tiler & Slater	Repair leak on pavilion roof	190.00		190.00
7007832	387/23	BACS	20-Nov	ESPO	Supplies	244.35	48.87	293.22
7017346	388/23	BACS	20-Nov	ESPO	Stationery	93.30	18.66	111.96
7037174	389/23	BACS	20-Nov	ESPO	Supplies	48.30	9.66	57.96
14315	390/23	BACS	23-Nov	CLT	Puncture repair	20.00	4.00	24.00
7151055	391/23	BACS	23-Nov	ESPO	Stationery & Bin Bags	99.60	19.92	119.52
7151726	392/23	BACS	27-Nov	ESPO	White Board	37.15	7.43	44.58
03-1518	393/23	CCARD	24-Nov	Wicks	Equipment Groundsmen	16.50	3.30	19.80
03-1519	394/23	CCARD	24-Nov	Wicks	Equipment Groundsmen	14.78	2.97	17.75
107782	395/23	BACS	27-Nov	CamAlarms	Bi-Annual Fire Alarm service	106.10	21.22	127.32
4415	396/23	BACS	27-Nov	CAPALC	Developing Effective Action Plans Training - MS	40.00		40.00
101227243	397/23	DDR	29-Nov	Thalia	Recreation & cemetery waste	476.62	95.32	571.94
93160	398/23	BACS	29-Nov	HAGS	Adjust playground gate mechanism	250.00	50.00	300.00
317103	399/23	BACS	29-Nov	Avanti	Remembrance Parade Road Closure	2830.00	566.00	3396.00
22575	400/23	BACS	30-Nov	SP Landscapes & Tree Contractors Ltd	Weed Spraying Esso Garage - BP Garage Clear weeds & leaf Litter Church Wall & Spray	745.00	149.00	894.00
SE-29-24	401/23	DDR	30-Nov	Adams-Payne Safety	Health & Safety Advisor	500.00		500.00
03-2202		CCARD	28-Nov	Wicks	Postcrete - JG	32.00	6.40	38.40
02-4425		CCARD	28-Nov	Wicks	Shovel - MG	14.50	2.90	17.40
							1626.05	50879.78

Nov-23		RECEIPTS						
Receipt No or Reference No	BACS Cash Cheque Sum-up	Date	Payer	Details	Nett	VAT	Gross	
35486	BACS	01-Nov	ECDC	CIL	2430.90		2430.90	
B2591/23	BACS	08-Nov	Peasgood & Skeates	Burial	285.00		285.00	
4263	BACS	09-Nov	ECDC	Remittance - Town Centre Initiative Contribution 22-23 23-24	10000.00		10000.00	
B2592/23	BACS	23-Nov	Mildenhall Monumental	Memorial	180.00		180.00	
B2593/23	BACS	23-Nov	RJ Pepper & Son	Burial	1145.00		1145.00	
B2594/23	BACS	29-Nov	Elaine Garrod	Pre-purchase grave space	610.00		610.00	
B2595/23	CHEQUE	30-Nov	Ely Funeral Service	Burial	1145.00		1145.00	

Nov-23		PETTY CASH						
Receipt No or Reference No	Date	Payer	Details	Nett	VAT	Gross	Balance	
28/23	13-Nov	SJD Cleaning Services	Window cleaner	£36.00		£36.00	£239.33	